



Massachusetts Department of Environmental Protection  
Bureau of Water Resources – Waterways Program

# BRP WW 24

## Chapter 91 General License Certification

Transmittal Number: \_\_\_\_\_

For Registry of Deeds Use

**Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



### A. Certification Information

- I am applying for Certification under: ☐ the General License for Coastal Structures  
☐ the General License for Inland Structures
- The applicable General License for my structure dated \_\_\_\_\_ is recorded at the Book \_\_\_\_\_, Page \_\_\_\_\_. [Name of Registry of Deeds](#)
- My structure meets the eligibility requirements of: ☐ General License Section 1(A) and (B) and  
☐ General License Section 3.2 for Great Ponds and navigable rivers/streams

### B. Applicant Information

Printed Name of Applicant

Mailing Address / City / State / Zip Code

Phone Number

Email Address

Printed Name of Authorized Agent (if any)

Contact Information

### C. Project Location

Printed Name of Property Owner (if different from Applicant)

Project Street Address / City / State / Zip Code

Using Section C in the Instructions, provide the following geographic coordinates:

Latitude

Longitude

Tax Assessors Map/Parcel Number

Parcel/Lot Number

County

Property Recorded at [Registry of Deeds](#):

Book

Page

Or Certificate of Title Number

Or Probate Number

Type of waterbody, as described on page 6 of the Instructions, the type of water body in which the project site is located (check all that apply):

☐ Private Tidelands

☐ Commonwealth Tidelands (seaward of MLW)

☐ Great Pond

☐ Non-tidal Navigable River or Stream (Inland)

Name of the water body the project site is located on

### D. Project Plans

I have attached plan(s) drawn in accordance with the locations shown and details that meet the list of Requirements for my coastal or inland structure (page 11 of Instructions).

☐ Hand-drawn Plans

☐ Professional Engineering Plans

Number of pages: \_\_\_\_\_



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### E. Certification

I hereby make application for certification under the General License authorized by the Department and signed by the Governor on April 13, 2015. Upon my signature, I agree to allow the duly authorized representative of the Massachusetts Department of Environmental Protection to enter upon the premises of the project site at reasonable times for the purpose of inspection.

I hereby certify that the information submitted in this Certification and on the attached plans is true and accurate to the best of my knowledge, and is in conformance with the eligibility requirements as outlined in Section 1(A) and (B) and Section 3.2 of the General License. And, upon my signature, that I have read the General License and agree to the terms and conditions set forth therein.

I hereby certify that any change in use or structural alteration of the project described herein will require that I request recertification in accordance with 310 CMR 9.29(4)(e).

I hereby certify that I have sent the required fee to MassDEP, and have attached a copy of the completed fee calculation (Check all that apply):

☐ Ch.91 Applicant Fee

☐ Tidewater Displacement Fee

☐ Tideland Occupation Fee

☐ Great Pond Occupation Fee

I hereby certify I have submitted this certification, and provided the opportunity to comment, to the following officials for the municipality in which the project is located (check all that apply):

☐ Planning Board

\_\_\_\_\_  
Notification Date

☐ Conservation Commission: if approved, identify

\_\_\_\_\_  
Date of Order or Determination

\_\_\_\_\_  
DEP File #, if issued

☐ Board of Selectmen

☐ Mayor and City Council

☐ Harbormaster

☐ Landowner (if not applicant)

☐ Zoning Enforcement Officer

A public notice was published on

\_\_\_\_\_  
Date

in

\_\_\_\_\_  
Name of publication

In accordance with 310 CMR 9.29(4)(c).

All applicants, property owners, and authorized agents **must sign this page**. The authorized agent may sign all future application correspondence on behalf of the applicant or property owner.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Property Owner's Signature (if different from applicant)

\_\_\_\_\_  
Authorized Agent's Signature (if applicable)

I hereby certify that the project described above and in the attached plans is not in violation of local zoning ordinances and bylaws.

\_\_\_\_\_  
Printed Name of Zoning Enforcement Officer / Title / Date

\_\_\_\_\_  
Signature of Zoning Enforcement Officer

\_\_\_\_\_  
Municipality

**Certification from MassDEP**

# General License Plan Template

<b>General License Certification No.</b>  <b>Approved by Department of Environmental Protection</b>  <b>Date:</b>	<b>For Registry of Deeds Use Only</b>	
<p>This plan conforms to the requirements of the</p> <p><u>Deed Indexing Standards for the Commonwealth of Massachusetts</u> –</p> <p>January 1, 2008, Section 6-4:</p> <p>Plans as Attachments to Other Documents.</p>	<p>Plan accompanying</p> <p>petition of:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><b>Project Description:</b> _____</p> <p>_____</p> <p><b>In:</b> _____</p> <p><b>At:</b> _____</p> <p><b>County of:</b> _____</p> <p><b>Sheet</b> ____ <b>of</b> ____ <b>Date:</b> _____</p>